

**CHARTER REVIEW BOARD  
OCTOBER 2, 2007**

**1. ROLL CALL**

The meeting was called to order at 6:39 p.m. Present at the meeting were Chair John Stevens, Vice Chair Judy Paul, Ray Adkins, Tom Green, Scott McLaughlin, Howard Rechtman (arrived at 6:49 p.m.), and Scott Spages. Also present were Town Clerk Muniz, Town Attorney Rayson, and Secretary Lorraine Robinson recording the meeting. Julie Aitken, Douglas Notman, and Harry Venis were absent.

Vice Chair Paul made an addendum to add the Open Space Advisory Committee park recommendations as an agenda item. There being no objection, it was added under New Business.

**2. APPROVAL OF MINUTES**

Mr. McLaughlin made a motion, seconded by Mr. Spages, to approve the minutes of September 10, 2007. In a voice vote, with Ms. Aitken, Mr. Notman, Mr. Rechtman and Mr. Venis being absent, all voted in favor. (Motion carried 6 – 0)

**3. OLD BUSINESS**

**3.1 Review of Charter and Board Actions**

Vice Chair Paul made a motion, seconded by Mr. Spages, on Section 6, Administrative Department, to remove the last line in the Board approved recommendation under hiring of Police and/or Fire Chief “from the minimum of the three choices.”

Chair Stevens felt it wasn’t redundant and suggested it could be re-worded “from the candidate pool submitted.” Mr. Rayson said removing the language would violate the intent of the recommendation. He suggested it be changed to “from the list submitted.” Vice Chair Paul declined the suggestion.

In a roll call vote, the vote was as follows: Chair Stevens – no; Vice Chair Paul – yes; Mr. Adkins – yes; Ms. Aitkin – absent; Mr. Green – no; Mr. McLaughlin – no; Mr. Notman – absent; Mr. Rechtman – absent; Mr. Spages – no; Mr. Venis - absent. (Motion failed 2 – 4)

Mr. Green made a motion, seconded by Chair Stevens after passing the gavel to Vice Chair Paul, to recommend to Council to replace the proposed language “from the minimum of the three candidates” to “from the list submitted” under Section 6, Hiring of Police and/or Fire Chief.

In a roll call vote, the vote was as follows: Chair Stevens – yes; Vice Chair Paul – yes; Mr. Adkins – yes; Ms. Aitkin – absent; Mr. Green – yes; Mr. McLaughlin – yes; Mr. Notman – absent; Mr. Rechtman – yes; Mr. Spages – yes; Mr. Venis - absent. (Motion passed 7 – 0)

Mr. McLaughlin made a motion, seconded by Mr. Green, to strike the language “shall act as the town treasurer and shall be responsible as collector of all taxes and assessments and other monies due to the town; act as official custodian for all town monies; disburse funds on the basis of valid authorization; and” from Section 6(E)(2). In a voice vote, with Ms. Aitken, Mr. Notman and Mr. Venis being absent, all voted in favor. (Motion carried 7 – 0)

Vice Chair Paul made a motion, seconded by Mr. Spages, to strike the language “clerk by the town official or employee receiving same” from Section 14(A), Fees of Offices; Nuisances; Sanitation. In a voice vote, with Ms. Aitken, Mr. Notman and Mr. Venis being absent, all voted in favor. (Motion carried 7 – 0)

Vice Chair Paul commented that the Charter and Board Actions report did not show the approval of having a Town Auditor. Chair Stevens stated that he thought it had passed unanimously and was written

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in the Sun-Sentinel newspaper. Mr. Spages stated that the issue of auditor was visited twice at previous meetings and believed the vote was made at the end of the August 29th meeting. Mr. Muniz reviewed the minutes from previous meetings and did not find any vote indicated.

Chair Stevens passed the gavel and made a motion to forward his complete proposal for Town Auditor to Council for consideration. Mr. Green wanted clarification on what he was voting on. Mr. Spages was in agreement to send the proposal to Council. Vice Chair Paul stated that the Board did not have to put all the parameters in the proposal. Mr. Rayson read the recommendation he submitted at the August 29th meeting. Chair Stevens withdrew his motion.

Chair Stevens made a motion, seconded by Mr. Spages to forward the following language to Council: Effective January 1, 2008, the Town Council shall retain a Town Auditor to conduct financial and compliance, economy and efficiency, and performance audits of Town government, Town officials, Town employees, departments, offices, boards, activities, and agencies.

The Town Auditor shall be a person/entity/and/or Association of Professionals qualified by education and/or experience in governmental accounting, internal auditing practices and fiscal controls, who shall have no personal interest, direct or indirect, in the fiscal affairs of the town government or any of its officers and/or employees.

The Town Auditor shall report directly to the Town Council and shall not be subject to the direction and/or control of the Town Administrator and/or any other Town employee. The Town Auditor shall submit written reports to the Town Council as to any findings made and/or investigations undertaken.

Notwithstanding anything contained herein in to the contrary, the Town Council may, in its sole discretion retain a full time Town Auditor and/or retain an independent audit firm to act as Town Auditor.

In a roll call vote, the vote was as follows: Chair Stevens – yes; Vice Chair Paul – yes; Mr. Adkins – yes; Ms. Aitkin – absent; Mr. Green – yes; Mr. McLaughlin – yes; Mr. Notman – absent; Mr. Rechtman – yes; Mr. Spages – yes; Mr. Venis - absent. (Motion passed 7 – 0)

Later in the meeting, on Section 7(A)(3), Term of Office, Mr. Green questioned when the Board voted on terms of office if it was discussed to remove the March dates. Mr. Muniz replied that they had no bearing on future election dates.

On Section 7(J)(1), Salary for Councilmembers and Mayor, Mr. Green wanted clarification that the salary increases would change as cities grow. Chair Stevens stated that was his understanding.

#### **4. NEW BUSINESS**

##### **4.1. Open Space Advisory Committee**

Mr. Spages made a motion, seconded by Chair Stevens after passing the gavel to Vice Chair Paul, to accept the Open Space Advisory Committee recommendations for park preservation as written with changing Section (B)(2) from “Unanimous Vote” to “4 out of 5”.

Don Burgess, Open Space Advisory Committee member stated that the language was a Broward County recommendation. Vice Chair Paul confirmed that this proposal matched the County’s Charter proposal. Mr. Spages felt strongly about preserving the Town parks and that a unanimous vote was unnecessary.

Chair Stevens questioned (D), stating that any covenants were not valid once the park was transferred to the Town. Vice Chair Paul stated that any County bonds received for parks would have

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restrictive agreements between the Town and the County. Mr. Rayson stated that any grants received from the County would have restrictive covenants that were binding to the Town.

Mr. Green asked to keep Section (B)(2) as written with a unanimous vote as it would keep the parks safe. Vice Chair Paul agreed. Mr. Spages declined the suggestion.

In a roll call vote, the vote was as follows: Chair Stevens – yes; Vice Chair Paul – no; Mr. Adkins – no; Ms. Aitkin – absent; Mr. Green – no; Mr. McLaughlin – yes; Mr. Notman – absent; Mr. Rechtman – yes; Mr. Spages – yes; Mr. Venis - absent. (Motion passed 4 – 3)

Vice Chair Paul, Mr. Adkins and Mr. Green advised that they supported the proposal but were in favor of unanimous vote.

**5. MEETING SCHEDULE**

5.1. Scheduling For Next Meeting

The Board discussed their meeting schedule and agreed that another meeting was not needed before the joint workshop with Council.

5.2. Schedule of Joint Workshop with Town Council

The Board discussed their meeting schedule and tentatively scheduled the joint workshop for October 15th; however agreed that they would attend whatever date Council decided on.

**6. AGENDA ITEMS FOR NEXT MEETING**

There were no comments and/or suggestions made.

**7. COUNCILMEMBER COMMENTS AND/OR SUGGESTIONS**

There were no comments and/or suggestions made.

**8. ADJOURNMENT**

There being no further business to discuss and no objections, the meeting was adjourned at 7:30 p.m.

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Chair/Board Member